

**City of Chattanooga, TN**  
**Personnel Class Specification**

***CLASS CODE 0753***

**FLSA: Non-Exempt**

**CLASSIFICATION TITLE: PARKING METER SERVICER**

**PURPOSE OF CLASSIFICATION**

The purpose of this classification is to install, service, and repair parking meters.

**ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

Collects money from parking meters and transports it to the Treasury office.

Performs maintenance and repair of parking meters per service calls and observation.

Installs new parking meters and replaces damaged meter posts by drilling holes in concrete; removes damaged meter heads and posts for repair; tightens loose posts.

Reports theft and vandalism of parking meters.

Monitors and replenishes supplies and equipment needed to perform job; prepares requisitions for the procurement of materials and supplies;

Enters meter numbers into inventory list; assists with maintenance of parking meter inventory; files records of repairs on parking meters.

**ADDITIONAL FUNCTIONS**

Performs other related duties as required.

**MINIMUM QUALIFICATIONS**

High school diploma or GED; supplemented by 5 to 11 months previous experience and/or training involving mechanics or meter maintenance or repair; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Tennessee driver's license.



## **PERFORMANCE APTITUDES**

**Data Utilization**: Requires the ability to compile, assemble, copy, record and/or transcribe data according to a prescribed schema or plan. Includes judging whether readily observable functional, structural or compositional characteristics are similar to or divergent from prescribed standards, procedures or routines.

**Human Interaction**: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

**Equipment, Machinery, Tools, and Materials Utilization**: Requires the ability to start, stop, operate and monitor the functioning of equipment, machinery, tools, and/or materials used in performing essential functions.

**Verbal Aptitude**: Requires the ability to utilize a variety of reference data and information.

**Mathematical Aptitude**: Requires the ability to perform addition, subtraction, multiplication, and division.

**Functional Reasoning**: Requires the ability to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routine standardized work with some latitude for independent judgment concerning choices of action.

**Situational Reasoning**: Requires the ability to exercise judgment, decisiveness and creativity in situations involving a variety of generally pre-defined duties which are often characterized by frequent change.

## **ADA COMPLIANCE**

**Physical Ability**: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

**Sensory Requirements**: Some tasks require the ability to perceive and discriminate colors, sounds, and visual cues or signals.

**Environmental Factors**: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, humidity, rain, temperature extremes, or traffic hazards.

Chattanooga, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.